

Responsibilities of the Agency

1. Provide vehicles for transportation of Khushi-Sanitary Napkins from the Block Warehouses of CHC, Karlamunda to different School under the Block as listed out in Annexure-I.
2. Loading of materials in the trucks from the Deposits unloading of materials from the trucks at the identified locations of the Schools and keeping the materials in the space assigned are the responsibilities of the agency.
3. The agency will use utmost care precaution while transporting the products.
4. The agency's responsibility with respect to the goods are materials which it has agreed to accept and transport shall attach as to each portion of the goods and materials when such goods and materials are being loaded upon the agency's vehicle and shall terminate when the goods and materials are unloaded at their destination and a delivery voucher is signed without reference to any loss or damage by the recipient.
5. The agency will not overload any vehicle.
6. Any penalty incurred as a consequence of any overloading will be to the agency's account.
2. The vehicles should be completely covered and secured to prevent from rain, wind, etc. while transporting the materials to the destination.
3. The agency is responsible to provide fule, oil, tiers and other parts, supplied and equipments necessary or requited for the safe and efficient operation & maintenance for all his vehicles for transport of the products allocated.
4. The operators of agency's vehicle will be equipped with operational cellular phones and be contactable at all time.
5. The agency shall pay all expenses of very nature, including the insurance charges, expense of road service and repair in connection with the use & operation of the vehicles and shall, at its sole cost and expense, at all time during the term of this Agreement, maintain the vehicles in good mechanical condition and appearance.
6. The agency shall provide roadworthy in very good conditions and well maintained for transportation of products to the designated location.
7. The agency agrees that he shall be prohibited from utilizing and operating any unsafe vehicvle, equipment/machinery and / or articles by the agency and hid employees in medical center's premises.
8. The agency should be able to provide the required vehicles within twenty four (24) hours of receiving intimation form the concerned Block, CHC, Karlamunda.
9. The agency should be able to provide vehicles for transportation of goods to the rune of 30 tons on any given day within twenty four (24) hours of reviving intimation from the concerned Block/ Office of the BPHO, CHC, Karlamunda.

10. In case of emergency, the agency may be required to provide vehicles worth a short notice.
11. The agency shall commence loading of the vehicle in warehouse immediately they receive instructions from at the concerned Block / Office of the BPHO, CHC, Karlamunda, Kalahandi. Delay to load would lead to penalization or termination of the Contract (see Penalty & Termination Clause).
12. All efforts must be made to complete transportation without transshipment. In the event that transshipment becomes unavoidable, it's may only take place with the knowledge and approval of the concerned Block / Office of the BPHO, CHC, Karlamunda, Kalahandi.
13. The agency acknowledges that time is of essence and that all efforts of the agency are to be focused to ensure the expeditious delivery of the product.
14. MOU between Hospital and Agency sign.

Reports:-

The performance of the agency will be evaluated on its timeliness, speed of execution and accuracy of delivery. To evaluated the agency on these parameters, the agency needs to submit the following reports along with the bills for review on a monthly basis –

Trip Record- A summary of trips along with Trip Records, Closing Kms, and Acknowledgment against receipt of goods, duly signed by the School-In-Charge or his authorized Officer.



Block Public Health Officer
CHC, Karlamunda
BPHO
G.H.C. Karlamunda